

BROUGHAM PARISH COUNCIL

Minutes of the Meeting held on 21st August 2019
7 pm at 5 Brougham Hall Farm

Present: Cllr S V Harden (SVH) (Chair), Cllr R Stables (RS), Cllr Gordon Rigg (GR) and Caroline Fancott-Beynon (Clerk) (CFB)

In attendance: Cllr H Sawrey-Cookson, EDC (HSC), J Jennings (JJ)

1. Apologies: David Whipp (CCC)

2. Declaration of Interests: None

3. Adjournment of the meeting

No issues raised

4. Minutes

The minutes of the meeting held on 15th May 2019 were agreed as a true record and signed by the Chair.

5. Council Vacancy

The clerk reported that there had been one application for the vacancies on the council. Councillors discussed the application and it was unanimously agreed to co-opt Janet Jennings on to the council. This was forwarded by SH and second by RS. JJ was welcomed to the council and the Declaration of Office and Register of Interests were completed. The clerk confirmed this left one seat still vacant.

6. Matters Arising

6.1: Cllr Harden confirmed that following discussion between councillors a response was submitted regarding the A66 consultation

7. Financial Matters

7.1: The clerk presented the bank reconciliation to councillors and this was agreed and signed by the chair

7.2: The clerk gave an update regarding the change in signatories. There has been a delay at HSBC due to the bank not knowing which department needs to deal with it. At present SH and JJ remain as signatories. GR and RS are being processed and should be on the account within the next few weeks. Clerk now has a direct contact at HSBC regarding this which should make things easier.

7.3: A letter was signed to confirm the clerk's salary changes with HSBC for the standing order

7.4: The clerk confirmed that the AGAR was submitted and the council accepted as being exempt

7.5:

Payments:

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|-------------------------------|---------|
| Clerk's expenses | £61.95 |
| Clerks salary (June) | £97.05 |
| Clerks salary (July) | £97.05 |
| Clerks salary (Aug) | £97.05 |
| Clerks salary increment (Apr) | £10.85 |
| Internal Auditor | £50.00 |
| CALC Subscription | £116.40 |
| Insurance renewal | £84.00 |

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Receipts:

None

Cheques to authorise:

| | |
|-----------------------------------|---------|
| Clerks expenses | £106.17 |
| Clerks salary increment (May-Aug) | £43.40 |
| EDC Election fees | £105.00 |
| ICO registration fee | £40.00 |

(A direct debit mandate was signed for the ICO to enable automatic renewal. This gives a discount of £5 per year. Clerk will speak with ICO prior to sending cheque as it may be possible to just send the DD mandate and pay the reduced fee for this years renewal)

8. Planning Matters

8.1: 18/0283: Land at Brougham Avenue – Appeal to the Secretary of State – *Objection submitted* – The appeal was refused by the Secretary of State

8.2: 19/0549: Land at Old Stackyard, Clifton Dykes – it has been confirmed that this does not fall within the boundary of BPC. EDC aware and to contact relevant parish council

8.3: 19/0541: Pembroke farm, Brougham – Variation of condition 2 (plans compliance) for changes to openings including doors, windows and skylights attached to approval 18/0759 – *No Objections*

8.4: 19/0449: Centre Parcs – proposed remote housekeeping hut – *No Objections*

8.5: 19/0584: Centre Parcs – Replacement reception cabin and extension to aerial adventure course – *No Objections*

9. Highways & Footpaths:

9.1: The proposal for weight and speed restrictions was on the programme for assessment for 2019/20 and if successful work would commence sometime in 2020/21

9.2: Clerk to contact Highways regarding re-surfacing from Rose Cottage to the A6 and to raise the issue that despite a weight restriction sign being in place, this is not visible enough and is getting missed by HGV's

10. Policy Reviews

The policies were presented to the council and accepted for the upcoming year. Forwarded by GR and seconded by RS

11. Correspondence:

10.1: EDC changes in constitution regarding planning

10.2: New CALC login details distributed to councillors

11. District Issues:

HSC reported that EDC has not recovered following the election. There have been new councillors in and councillors leaving and a lack of mentorship

12. Date of next meeting:

A date of Wednesday 23rd October 2019 at 7pm was set for the next meeting. The meeting will be held at 5 Brougham Hall Gardens, Brougham

Meeting closed 8.15pm